### Help for Injured Workers of Self-Insured Businesses

#### Office of the Ombudsman

The Office of the Ombudsman is an advocate for injured workers of self-insured employers. If you have issues related to your workers' compensation claim, we will work with you to resolve them.

#### We provide information

We answer your questions and explain your rights and responsibilities under industrial insurance law.

### We investigate complaints about workers' compensation issues

We work to ensure that you receive the appropriate benefits under the law.







Office of the Self-Insured Ombudsman Department of Labor & Industries 7273 Linderson Way SW PO Box 44001 Olympia WA 98504-4001

1-888-317-0493

Fax 360-902-4202

# Workers' Compensation Claim Information Name:

Claim number:

Date of injury: \_\_\_\_\_

Claim Manager: \_\_\_\_\_

All medical providers should submit paperwork, reports, and billings to the self-insured employer or third-party administrator.

#### What if I just need information?

Call us. We are here to answer your questions.

#### How do I file a complaint?

You can file a complaint by phone or in writing. If you file a complaint in writing, be sure to include your claim number and contact information.

#### What happens after I file a complaint?

We will review and investigate your complaint to determine if further information is required. We may need to contact your health-care providers or your employer to resolve the issues. We will involve you in the process.

#### Confidentiality

Our files and records are confidential. We will not disclose specific information about your complaint without your authorization.

## We cannot provide legal representation

Most issues can be resolved informally. If you need legal representation, we can provide a list of attorneys specializing in workers' compensation law.

■ The Ombudsman for Self-Insured Workers is appointed by the Governor to serve as an independent advocate for the rights of injured workers of self-insured employers.

Other formats for persons with disabilities are available. Call 1-800-547-8367. TDD users call 360-902-5797.

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